

Montemor-o-Velho  
P O R T U G A L

LAST INFORMATION  
July 2023

ECA PARACANOE & JUNIOR&U23 CANOE SPRINT  
**EUROPEAN CHAMPIONSHIPS '23**



Federaco  
Portuguesa  
CANOAGEM





**Dear Participants,  
Dear friends,  
Dear Athletes,**

On behalf of the whole canoeing community, the European Canoe Association and Portuguese Canoe Federation, we would like to welcome you once again to Montemor-o-Velho, to Portugal, the home of many canoeing dreams.

Welcome to the 2023 ECA Juniors & U23 Canoe Sprint and Paracanoe European championships.

After more than a decade since our last organization of this event, we have the honour to organize once again another great European Championships and welcome Europe's best young athletes as well as the Paracanoe athletes.

More than 700 accredited team members from more than 30 countries will take part of this championships. We hope it will be a very good experience, challenge and memory for all.

Montemor-o-Velho has been hosting many canoeing events in the last decade, and many investments have been done so that everyone of you can have the best conditions to archive their best performance. This year is a very special year, when the new finish tower is finally ready for the championships. We still have much more to improve, but for sure this is one of the biggest steps.

We also hope you all have time between the competition to enjoy our beautiful country. You will be close to the Atlantic Ocean and the long gold sandy beaches of Figueira da Foz but also to the culture and cosmopolitan city of Coimbra and Mondego River. So, enjoy your stay!

Looking forward to an amazing competition and canoeing at its best, and welcoming you all once again here in Portugal.

**Ricardo Machado**  
Race Director



# ORGANISING COMMITTEE

**Chairman** Ricardo Machado

**Project Manager/Technical Organiser** Marcos Oliveira

**Logistics** Juliana Dias

**Accommodation** Maria Paz

**Transportation** Hugo Figueiras

**Protocol/Accreditation** Andreia Oliveira

**Press/Media** João Martins

**Human Resources** Catarina Oliveira / André Almeida / André Coelho

**Paracanoe** Ivo Quendera

**Security** Joaquim Santos (Marinho)

## EUROPEAN CANOE ASSOCIATION

### Jury

Andre Jelenc | Ruud Heijseelaar | Vitor Félix

### Canoe Sprint Committee/Competition Committee

Jovana Stanojevic - Canoe Sprint Technical delegate & Chief Official

Marika DOGNEROVA - Chief Judge

Michel LETIENNE- Deputy Chief Judge

### International Technical Officials

Martin Bielik

Maris Pravains

Kristo Sepp

Kristyna Bauerova

Réka Kruzsliz

Ines Muller

Borislav Chaushev

DjuroKovacic

HugoGomes

Jakob Marusic

Sara Edwardes

Roza Banasik-Zaranska

Stien Verlinden

Albino Cunha

Apostolos Christodoulou

### National Technical Officials

Angela Galego | Diana Martins | Mariana Pereira | Romeu Fernandes

### Paracanoe Technical delegate

Robert Weisz

### International Paracanoe Classification team

Diego DOGA Chief Classifier | Christel SCHLISIO | Julie Gray |

Lukas BAEUMLER | Cindy DAVIS

### National Paracanoe Classification team

Jaime Antunes | Ana Moreira | Nuno Júanuário

### Media Officer

Nina Jelenc



## COMMUNICATION AND INFORMATION

- All information for the event is written in this last information document.
- Taking into consideration data protection and privacy policy, we would like to introduce a new channel to communicate with you during the championships and beyond. An official ECA CSP JUN&U23 Telegram channel has been created and it will be used for this championships onward, for all JUN&U23 championships in the future.

Telegram is a similar app to WhatsApp, but much more professional and with unlimited options comparing to WhatsApp.

This app can be found in Android and Apple official stores:

<https://apps.apple.com/pt/app/telegram-messenger/id686449807>

[https://play.google.com/store/apps/details?id=org.telegram.messenger&hl=pt\\_PT&gl=US](https://play.google.com/store/apps/details?id=org.telegram.messenger&hl=pt_PT&gl=US)

We appreciate your comprehension!

- Information will also be published at ECA website, the Championships website and official Facebook page of ECA and the Championships.

[www.canoe-europe.org](http://www.canoe-europe.org)

[www.canoesprintportugal.com](http://www.canoesprintportugal.com)

[www.facebook.com/CanoeEurope](https://www.facebook.com/CanoeEurope)

[www.facebook.com/canoesprintportugal](https://www.facebook.com/canoesprintportugal)



QR CODE  
TELEGRAM

## INFORMATION DESK

Information desk for the team leaders & athletes is other place on site to get information about the Championships and it's located in the Athlete's area outside the restaurant area.

During the competition our staff at the Information desk will provide all necessary information regarding competition and beyond. In case you have a transportation or accommodation request they will guide you to a respective department representative.

Start lists and results will not be printed in advance and will be available by request ONLY.

# WELCOME AT THE AIRPORT

All teams arriving to Lisbon or Oporto Airport will be welcomed by a member of our transport department holding a sign of the Championships.

Our volunteers will then guide each team/participant to the official transportation of the Championships.

We kindly ask for your understanding and patience if some waiting time is needed for other flights and other teams to arrive. Our country is under a vast period of tourism, and we have been struggling with a lot of limitations in terms of availability of bus and other resources.

We will do our best to inform you in advance about these cases of standby at the airport. Please check original bulletin for information to where will you be transported, to the venue or to the chosen accommodations.

In case of any issues, please contact: [hugo@canoportugal.com](mailto:hugo@canoportugal.com) **+351916047177**

## DEPARTURES

All teams are to fill in the confirmation departure form they receive in the Welcome kit at accreditation upon arrival and return to Transportation desk 72h prior to their departure date.

The scheduled pick-up time will be published at Information desk, at each hotel and ECA CSP JUN&U23 Telegram channel.



# ACCREDITATION OPENING HOURS

**July 23 & 24**

**9:00- 12:30 | 13:30 – 19:00**

**July 25 until July 30**

**8:00 – 12:00 | 13:00 – 19:00**

The accreditation centre is located at the Regatta course, inside the public entrance on the left of the main building, when coming from the access road.

**All participants of the event must be accredited, since no access is granted to the venue without an accreditation pass. Please, note that you will not be accredited and the accreditation cards will not be given until you have a zero balance towards the Organising Committee.**

**Please note:** If accreditation card is lost, damaged or forgotten at the hotel and needs to be reprinted, a cost of 25 EUR per accreditation card will incur.

Acceptable methods of payment: cash (€), credit card (Visa, Eurocard / Mastercard)

Team leaders are required to come alone to the Accreditation centre.

There will be a ticket waiting system, to avoid confusion and queues.

Upon arrival to the centre take your ticket and check the monitor for your number. There will be 3 tickets tolerance. Each ticket will be for one person only.

## **Accreditation process includes the following steps:**

**Step 1** – Confirmation of all payments and remaining dues by finance and accommodation department

**Step 2** – submitting the passport/ID card copies of their athletes for age validation process.  
Please refer to the official Competitors list to identify which athletes need to have their age confirmed  
Step 2 can be done prior to arrival via email: [ecacanoesprint@gmail.com](mailto:ecacanoesprint@gmail.com)

**Step 3** – submitting a photo a national uniform their athletes will compete in during the competition.

**Step 3 can be done prior to arrival by uploading the photo in the shared folder:**

**ECA 2023 JUN&U23\_Montemor\_ NF Racing Uniform**

[https://drive.google.com/drive/folders/1rBFs7Z5l0TV0i3nHv9d\\_QjRSSlJiXZN2?usp=sharing](https://drive.google.com/drive/folders/1rBFs7Z5l0TV0i3nHv9d_QjRSSlJiXZN2?usp=sharing)

**Step 4** – submitting their own email address and cell phone numbers, so they can be reached anytime during the competition in case of an urgent matter.

**Step 5** – collection of NF Welcome kit and confirmation of the individual accreditation cards for the team.

## **NE Welcome kit includes:**

Accreditation cards of all accredited team members

Parking pass for a van or minibus (each team will receive only ONE pass regardless of the number of people on the team)

Personal (bib) numbers and pins

Invitation for Team Leaders Dinner

Drawing with the Layout of the venue

Complimentary welcome items



## ACCOMMODATION | Official hotels:

### Hotel Costa De Prata

Largo Coronel Galhardo, 1, 3080-150 Figueira da Foz

### Hotel Atlântida Sol

Av. Dom João II, 3080-378 Buarcos, Figueira da Foz

### Hotel Wellington

R. Dr. Calado 25, 3080-153 Figueira da Foz

### Malibu Foz Hotel

Rua de "Os Lusíadas 14, 3080-096 Figueira da Foz

### Mercure Figueira da Foz Hotel

Av. 25 de Abril 22, 3080-086 Figueira da Foz

### Hotel Dona Inês

R. Abel Dias Urbano 12, 3000-001 Coimbra

### Hotel D. Luís

Rotunda Ponte Rainha Santa Isabel, 3040-091 Coimbra

### Hotel Tivoli Coimbra

R. João Machado 4, 3000-226 Coimbra

### QH Praia de Quiaios

Aldeamento Turístico Torricentro - Praia De Quiaios

### Palace Hotel & Spa Termas do Bicanho

Termas do Bicanho, 3130-112 – Soure

All hotels check in is a 14:00 and checkout at 11:00.

The Organising Committee does not take responsibility for any extra service of the hotel, like mini bar, telephone, parking, etc.; these costs are to be paid directly to the hotel. In case your team would cause any damage to the rooms you are to pay for it on the spot. **Credit card deposit may be asked at the check in to cover these costs.**

## MEALS

All teams that have booked an accommodation package through the Organising Committee are on a full board basis (three meals included).

Breakfast and dinner will be served at the HOTEL where the accommodation is provided. Lunch will be served at the venue, in a restaurant area.

Access to lunch will be made using a barcode reader system, please provide your accreditation card. Lunch will be opened on July 23 until July 30

### Standard mealtimes:

**Breakfast 6:30 – 10:00 h | Lunch 11:00 – 14:00 h | Dinner 19.00 – 21:00 h**

In case you would like to have breakfast earlier, please let your hotel staff know about it upon arrival.

# MEALS

Please bring your accreditation card for all meals.

Information for teams who have booked their accommodation outside the Organising Committee:

Participation fee will be charged from the day of your arrival at a cost of 40 EUR per person per day

Lunch can be provided at the venue for an additional fee of 15 EUR/person/day.

There will be always 3 types of dishes available. Meat, Fish, and vegetarian. Any special requests must be sent in advance to **marcos@canoportugal.com**

Drinking water will be provided during the whole access period from water dispensers (Clear water system). Please, note that NO cups are provided. Every participant in this event will be given a reusable bottle of Water. Those can be collected at info point.

Sunday, July 30, no Dinner will be provided at hotels, OC is planning a farewell party for all participants right after the Closing Ceremony, with a sunset disco celebration.

A special barbecue and free drinks will be included until 8pm. Bar and party will be closed at 00:00. Special buses will be arranged to teams in different schedules.

# DAILY TRANSPORTATION

A shuttle bus service will operate daily between the regatta course and the official hotels.

The Schedule, as well as lanes and routes will be published at Information desk, ECA CSP Jun&U23 Telegram channel **and at each hotel as well as in the transportation office.**

Please, note that the shuttle bus service is available exclusively for those who have booked accommodation directly with the Organising Committee.

Detailed schedule and route map can be found at competition website at a following link: [Canoesprintportugal.com](http://Canoesprintportugal.com) in documents TAB.

Special transportation bus and van will be used for wheelchair participants accommodated in para-canoe official Hotel, Termas do Bicanho.

All Buses will be seated only, so each bus has a specific limitation of persons to transport.

BUS Stops, lanes information and other transportation info will be published in one annex document.





# SECURITY & MEDICAL CARE

A medical centre will operate at the regatta course with doctor on duty, ambulance and first aid.

The Organising Committee is not responsible to cover your expenses in connection with hospital treatment, dental treatment or any other medical treatment exceeding the regular first aid/ambulance services. Those are to be covered by your medical insurance policy.

The OC provides lifeguard service on the water during the official training sessions and on race days. OC cannot guarantee to guard the whole water surface of the venue so please stay within the guarded areas, between 1000m and finish line on the main channel.

**During training days, there will be limited service of Water lifeguard, with just one boat on the Water and one ambulance at the venue.**

**During competition days, the resources will be 3 motorboats plus a jet ski and one ambulance. They will be on service 1h before and 30 minutes after each day schedule.**

Please keep in mind: The OC does not take responsibility for any accidents in areas outside the venue areas and outside the opening periods of the venue.

The Regatta centre will be a closed area with a 24h security staff and surveillance for the whole week of the Championships.

## VENUE WORKING HOURS

**Venue will be open every day in its regular schedule until 26/07. From 8:00 to 20:00.**

During competition days venue will open 2 hours before the first race and closes 1 hour after the last race.

# OFFICIAL TRAINING SESSIONS

**23/07 to 26/07 From 10:00 – 12:00 | 14:00-18:00**

Outside from this period training is possible but OC will not provide local lifeguard resources. During the official training sessions, athlete will be given opportunity to test the automatic start system, as follows:

**Wednesday, 26/07/2023**

**Test start 1000m: 10:30-12:00h**

**Test start 200m: 16:30-18:00h**





## TEAM QUARTERS AND AREAS

HOC will provide a total of 13 hangars for all countries competing at this competition. Each hangar will be occupied by a certain number of countries, with a maximum of 85 persons. Each hangar will be identified with a list of countries at the entrance.

Inside each hangar teams will find a TV LED screen with internal tv circuit to watch the competition, a cold-water dispenser, 220v power plug, Wi fi internet and limited number of tables and chairs [one table and at least 2 chairs per country].

Please take in consideration to respect others and share the space with all countries designated to your hangar.

All kayaks and canoes **MUST** be outside of the hangars, in the designated exterior boat racks. Any boats inside the hangars will be removed by OC at any moment.

Please feel free to bring your own portable tent, that can be mounted in the back of the hangars, facing teams parking. (Keep in mind floor is asphalt and cannot be drilled).

## BOAT STORAGE

All boats will be stored at a designated area on the outside boat racks. Each rack will be marked by country name. The distribution of space will be done according to the nominal entries.

Once the boats are unloaded from the trailers, those need to be parked in a special parking area. Trailers are not permitted to go inside the Venue. Boats must be loaded from the main entrance.

## TRAILERS AND PARKING

HOC will provide a closed parking for teams and their car, vans and trailers. Special parking passes for vehicles will be given at the accreditation centre.

## TRAFFIC RULES DURING RACE DAYS

During the race day athletes are kindly requested to use the Returning channel to go to the start area. There are connection paths at 1100 and 600 meters. This channel can also be used for warming up before the race.

We advise all athletes not to use the returning channel between 1100 and 2000 meters, as it might be found with Water weed.

For cooling down, please use the Channel on the side of the hangars, next to the restaurant area.

## CYCLING PATH

The cycling path is located on the north side of the course [opposite to finish tower side]. The access is free to all coaches. There will be a light control made by OC. The road will not be fully controlled by OC as there are multi entrances along more than 2000 meters, so we advise caution during the use of this road.

## LAYOUT OF THE VENUE

Please check the annex for full detail on the venue layout.

# SPORT DETAILS

## COMPETITION RULES AND REGULATIONS

At the ECA Canoe Sprint Championships ICF rules for the organisation of the World Championships apply, except and including the rules further explained in Differences in the competition rules between ECA and ICF  
(available at ECA web site <https://www.canoe-europe.org/documents#sprint>)

## PARACANOE CLASSIFICATION

Classification of paracanoe athletes will take place at the Regatta Course, next to the Gymnasium in the main building.

IT will take place on Monday 24 July and Tuesday 25 July according to the schedule. Classification schedule will be communicated directly to the team leaders. There will be one dedicated pontoon for paracanoe during the classification period.





## ANTI-DOPING EDUCATION

For the ICF World Championships, ICF World Cups and ICF Ranking Races and **Continental Championships**, every athlete, coach and support personnel **MUST** pass the relevant anti-doping online course on the Anti-Doping Education Learning platform (ADEL) corresponding to their role.

Athletes entered in any ICF competition or **Continental championships** must complete the ICF's anti-doping education programme or equivalent before competing or risk being denied entry to the competition.

For more information please see: <https://www.canoeicf.com/anti-doping-education>

## ATHLETE AGE GROUP

To enter in an event with a specified age group an athlete or the National Federation must provide documentary proof such as passport, identity card with a photograph, confirming the age of the athlete.

The passport/ID card copies can be sent prior to arrival via email [ecacanoesprint@gmail.com](mailto:ecacanoesprint@gmail.com) or as a necessary step of accreditation process as explained above.

## START LISTS AND RESULTS

Preliminary and final Start lists and all accompanying documents can be found here:



# ALTERATION OF ENTRIES AND WITHDRAWALS

Any athlete named in the final entry of his/her country may substitute in any other event. Notification of alterations of the entries must be given in written form to the Chief Official up to the Team Leaders meeting and within predetermined deadlines given below.

The withdrawal of an entry is considered final, and the same athlete/crew is not allowed to compete in any other events of the competition.

The withdrawal of a boat in an event without consequences is only permitted until five (5) days before the first day of the races;

In extraordinary circumstances, an application can be made to the Chief Official for the acceptance of late nominal entries from National Federations. It is the Chief Official's discretion to accept or decline a late entry. Late entries will incur a fee of **100 euros per athlete**.

**LATE ENTRY FORM** can be found at official ECA CSP JUN&U23 Telegram channel or online at [canoesprintportugal.com](http://canoesprintportugal.com) or printed at the Information Desk.

## **Submission deadline (Late entry):**

Monday 24 July 18:00 h

In K2/C2 and K4 boats, please make sure athletes are entered as they sit /kneel in a boat.

**CREW CHANGE FORM** can be found at official ECA CSP JUN&U23 Telegram channel or online at [canoesprintportugal.com](http://canoesprintportugal.com) or printed at the Information Desk.

## **Submission deadline (Crew change):**

Tuesday 25 July 18:00 h

You can submit your filled in form(s) by sending it to the Chief Official, via e-mail to **[ecacanoesprint@gmail.com](mailto:ecacanoesprint@gmail.com)** or in a hard copy at the Finish tower, Competition Committee level.

Only forms submitted by the deadline will be accepted and subject to approval by Chief Official.



# TEAM LEADERS' MEETING

**When?** Wednesday, 26 July 2023 11:30h

**Where?** City Hall of Montemor-o-Velho

Special transportation will be provided for all team leaders 30 minutes before the start of the meeting in front of transportation office.

# OPENING CEREMONY

**When?** Wednesday, 26 July 2023 15:00h

**Where?** Venue grand Stands.

All teams are kindly required to delegate one athlete to carry the national flag of your country! The duration of the ceremony will not exceed 45 min. The delegate of each country should be at 14:30 at the finish tower ground floor.

# PRE-RACE BOAT CONTROL

Pre-race boat control is a self-boat control.

All athletes are responsible to ensure the boats conform to the technical requirements for the Competition as per the rules.

Organising Committee will provide for boat control 1 certified weighing and measuring device which will be available from Sunday 23 of July 2023 according to the venue opening hours. This will be in hangar 1.

# BOAT AND PERSONAL NUMBERS

The personal numbers (BIBs) to be worn during the whole the competition can be collected by the team leaders at accreditation.

New bibs numbers will be given to those who lost it or forget it at the hotel. Those can be collected at finish tower, 3rd floor at Competition Committee.

The boat numbers will be given ONLY when boats are heading to the ID control. There will be a tent with volunteers to provide you the number for that race.

Boat numbers must be returned to the organisation by leaving them on the proper box, outside the exit pontoons or 2nd boat control.



## ATHLETE NAME AND COUNTRY CODE STICKERS

The country code stickers on the boats are HIGHLY RECOMMENDED and must be applied on all boats on the left side, according to ICF Guidelines.

The athlete's name stickers on the boats are HIGHLY RECOMMENDED for Juniors & Under 23 and Paracanoe, according to ICF Guidelines.

It is the participating National Federations' responsibility to provide the stickers to their athletes. Please use this template provided by the ICF with the correct sizes and font.

Please note: Athletes' name stickers have been modified in 2022 to match the re-formatted TV graphics.

The last name is now placed after the initial of the first name. For the official guideline, please visit this URL [https://www.canoeicf.com/sites/default/files/advertising\\_on\\_equipment\\_csp\\_6.pdf](https://www.canoeicf.com/sites/default/files/advertising_on_equipment_csp_6.pdf)

There will be no possibility to print those at the venue.

## UNIFORM AND UNIFORMITY

Every competitor must compete in their national/team uniform.

A photo a national/team uniform can be submitted prior to arrival **by uploading the photo in the shared folder: ECA 2023 JUN&U23\_Montemor\_ NF Racing Uniform** or as a necessary step of accreditation process.



# ID CONTROL

The competitors can embark only from the designated place before the competition where their boats, body numbers, boat numbers and accreditation cards are checked.

In crew boats uniformity will be checked too.

In crew boats there must be uniformity among all athletes including sleeve length, hats, headbands. If used, spray covers must be the same. Using the spray cover for the first competitor in the crew boat is optional. Glasses are optional.

ITOs will use a computer system to validate all entries. Athletes must present the accreditation card for confirmation of an entry.

In addition, competitor's equipment will also be checked for any foreign substances and forbidden devices. A boat or athlete may be equipped with a device which provides feedback on performance for use by television or event presentation. The same device may be used by the coach and athlete for analysis after a race. But in NO circumstances may the device be used to provide real time feedback to an athlete during a race. A device MUST be placed BEHIND the last athlete in the boat.

Any devices that ID Controller(s) do not know or understand can be removed.

During ID ITOs will collect boat brands to present in the official results.

# PRE-RACE PROCEDURE

Only athletes for the next race start will be allowed to enter the indicated starting areas 200-300m, 500-600m, and 1000-1100m. They will be called to the starting area 3-4 minutes before the start.

Once the boats enter the starting area they are forbidden to turn around and they need to paddle a straight line towards their assigned start boots.

Aligners will be placed at the beginning of the starting area – 300m, 600m, or 1100m to control the boats' flow.

Please advise athletes to follow the instructions from aligners, and do not enter the starting area if they are not called and they are not part of the following race.





# POST RACE BOAT CONTROL

After the race some boats will be selected by the Competition Committee for a post-race boat control.

A LED screen with the lane numbers called will be located after the finish line on a left-hand side on the ground. The screen will also show the race number and race description. The numbers presented may not represent the ranking order of that race.

Athletes must disembark onto the designated pontoon where their boat will go under control. Volunteers will help carrying the boats and clean them.

Apart from the screen the lane numbers will be called aloud.

Please do not forget to control the weight of your boat before the race at the self-boat control.

# DOPING CONTROL

Athletes will be randomly selected for doping control conforming to the relevant regulations. Accreditation card is mandatory during the process. Chaperones will inform the selected Athletes at 2nd boat control and guide them through the full process.

# MEDAL AWARDING CEREMONY

All athletes winning medals are to stay at Post race boat control and proceed immediately to medal ceremonies area.

To maintain the formality of the ceremony the athletes receiving medals MUST wear their national team uniform and proper footwear. No Flags, caps or sunglasses are allowed at the podium.

Medal ceremonies will start at their officially scheduled time. In case any athlete arrives late to the meeting point, ceremony will start by the schedule without him/her.

Medal ceremony preparation area is on the finish tower ground floor. Volunteers will guide athletes from the 2nd boat control to this location.

We will ask all team leaders with athletes in the finals(A) to prepare uniforms and deliver them at the specific desk (check venue layout). Volunteers will take them from there to the Medal ceremony preparation area. This applies Only for the first 3, rest can be collected after official results at the same location.

For paracanoe ceremonies OC will have volunteers ready to help athletes in wheelchair to get to the podium positions. There will be a ramp for each place.

## STREAMING & Commentators

The organizing committee informs all championship will be streamed free of charge.

A total of 10+ cameras will be used in the TV Setup as well as tv graphics.

Stream will be done in ECA official YouTube channel.

Also, two announcers and commentators will be working during competition days. We might ask for the participation of some guest during a limited period in each day. We kindly ask for your collaboration.

## VIP

Organizing committee will have a VIP area for guests.

Only selected number of persons will have access to this area. It is located in the first floor of the new finish tower.

President`s of National Federations and Secretary general`s will be invited to this Area.

Team leaders will have no access to this area.

Daily VIP access can be bought at accreditation for 25€/day. Limited to 2 per team.

